



COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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ALHAMBRA, CALIFORNIA 91803-1331
Telephone: (626) 458-5100
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ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

REVISED

September 9, 2004

IN REPLY PLEASE
REFER TO FILE: **PM-2**

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**TORRANCE HEALTH CENTER
EARTHQUAKE RECOVERY PROJECT
ADOPT AND ADVERTISE
SPECS. 5651; LACO 0921; DSR 85036
SUPERVISORIAL DISTRICT 4
3 VOTES**

JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER THAT YOUR BOARD:

1. Find the repair to the Torrance Health Center statutorily exempt under the California Environmental Quality Act as specified in Public Resources Code Section 21172.
2. Approve the project total budget and authorize the Director of Public Works to deliver the project.
3. Adopt plans and specifications for the Torrance Health Center earthquake repair project at an estimated construction contract cost of \$1,415,400, excluding four bid alternates, financed from the Federal and State Disaster Aid Budget. Instruct the Executive Officer to advertise for bids to be received and opened on November 2, 2004, in accordance with the "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B).

4. Authorize the Director of Public Works to execute a consultant services agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule that conforms to the applicable contract and bid specifications for a not to exceed fee of \$3,000 funded by the existing project fund and establish the effective date following Board approval.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Torrance Health Center is a two-story, 11,448-square-foot unreinforced masonry building constructed in 1932, and because of its age and architectural characteristics, FEMA determined it eligible for listing on the National Register of Historic Places. The building has cracks around the exterior perimeter, exterior walls, and other damage as a result of the 1994 Northridge earthquake. This project will repair earthquake damage and comply with code requirements associated with unreinforced masonry walls, the Americans with Disabilities Act requirements, and Section 106 of the Historic Preservation Act.

The design effort to preserve the historical character of the structure was prolonged because of the required extensive coordination and review by FEMA and the State Historic Preservation Officer. The historic reviews are now complete and all significant character-defining features have been identified for restoration. In addition, the project includes repairing the following four additive alternates should favorable bids be received: repair trellis, repair lintels, upgrade the wiring system in the building, and refinish the interior doors.

The proposed agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule that conforms to the County's schedule specification is critical to successfully manage construction activities by both the contractor and the County, and a responsible contractor must be able to produce such a construction schedule. Bid specifications provide that if the apparent lowest bidder fails to complete an acceptable schedule, the Director may return to your Board to recommend that the bidder be determined nonresponsible and recommend awarding the construction contract to the next lowest bidder, contingent on that bidder completing a baseline schedule which conforms to the County's specifications.

Implementation of Strategic Plan Goals

These actions meet the County's Strategic Plan Goal of Service Excellence as they will improve the seismic performance of the facility and restore its use back to the community. Completing the Torrance Health Center building earthquake retrofit and repairs will give the public access to a safer building, which can prevent injuries or loss of life from future seismic events.

FISCAL IMPACT/FINANCING

Public Works' fair construction cost estimate for the base construction contract is \$1,415,400. This does not include \$80,000 for four additive alternates.

A change order contingency fund, equal to approximately 15 percent of the estimated construction cost, and a market condition contingency of \$283,000 due to the current construction market volatility are included in the project budget. No expenditures from the fund will be made without the Chief Administrative Office's review and authorization.

Repair and retrofit of the facility is funded through the FEMA Grant Acceleration Program and net County cost commitment, as appropriate. Sufficient funds are available in the Federal and State Disaster Aid Budget to cover the total estimated project cost of \$2,630,000.

The Project Schedule and Budget Summary are included in Enclosure A.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration of contract award, bidders will be required to attest their willingness to

consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135, the Safely Surrendered Baby Law, and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Bidders will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

To ensure that the contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported will be considered before making a recommendation to award.

ENVIRONMENTAL DOCUMENTATION

This project is statutorily exempt pursuant to Public Resources Code Section 21172, which allows for the repair, maintenance, or minor alteration of existing public facilities or mechanical equipment or restoration of public facilities damaged as a result of a declared disaster. Under DSR 85036, FEMA has determined the project qualifies as a categorical exclusion under the National Environmental Policy Act in accordance with Part 10 of Title 44 of the Code of Federal Regulations.

CONTRACTING PROCESS

Advertising for bids will be in accordance with the County's standard "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B). Following receipt of bids, we will return to your Board for construction contract award.

The State Labor Code requires contractors to pay prevailing wage rates to all persons employed on Public Works contracts.

As requested by your Board on February 3, 1998, this contract opportunity will be listed on "Doing Business with Us" website.

The Honorable Board of Supervisors
September 9, 2004
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Public Works has evaluated and determined that the Living Wage Program (County Code Chapter 2.201) does not apply to this construction contract as this contract is for non-Proposition A services.

Participation by Community Business Enterprises in the project is encouraged through Public Works' Capital Projects CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

In July 2002, the Department of Health Services' staff was relocated to 20221 Hamilton Street in the City of Torrance; therefore, there will be no impact on current County services during construction.

CONCLUSION

Please return one adopted copy of this letter to the CAO and Public Works.

Respectfully submitted,

DONALD L. WOLFE
Interim Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

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Enc. 2

cc: County Counsel
Department of Health Services
Department of Public Social Services (GAIN/GROW Program)

September 9, 2004

ENCLOSURE A

**TORRANCE HEALTH CENTER
EARTHQUAKE RECOVERY PROJECT
ADOPT AND ADVERTISE
SPECS. 5651; LACO 0921; DSR 85036**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date	Revised Completion Date
Project Program	12/12/01	
Design		
Contract Execution	03/25/02*	
Construction Document Submittal	10/12/02*	
Jurisdictional Approvals	12/10/02*	03/08/04*
Construction Bid and Award	03/31/03	12/07/04
Construction		
Start Construction		01/10/05
Substantial Completion	12/16/03	08/11/05
Acceptance	01/27/04	10/06/05

*Indicates completed activity

II. PROJECT BUDGET SUMMARY

Project Category	Project Budget
Land Acquisition	
Construction	
(a) Construction	\$ 1,415,400
(b) Market Condition Contingency (20 percent)	283,000
(c) Change Orders (15 percent)	<u>212,300</u>
Subtotal	\$ 1,910,700
Telephone Wiring	\$ 20,000
Consultant Services	
(a) Print/Blueprinting	\$ 5,000
(b) Legal/Advertising	<u>7,000</u>
Subtotal	\$ 12,000
Consultant Services	
(c) Design Services	\$ 165,250
(d) Construction Management	224,900
(e) Survey, Testing, & Inspection	<u>112,600</u>
Subtotal	\$ 502,750
Jurisdictional Review & Plan Check	\$ 4,750
County Services	\$ 179,800
Total	\$ 2,630,000

September 9, 2004

ENCLOSURE B

**TORRANCE HEALTH CENTER
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ADOPT AND ADVERTISE
SPECS 5651; LACO 0921; DSR 85036**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper, or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, Eighth Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishing all materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>SPECS</u>	<u>PROJECT</u>	<u>BID DOC. FEE</u>	<u>DATE OF BID OPENING</u>
4	5651	Torrance Health Center 2300 West Carson Street Torrance, CA 90501	No fee	11/02/04

Copies of the project manual and drawings may be obtained at the Department of Public Works, Architectural Engineering Division, Eighth Floor, 900 South Fremont Avenue, Alhambra, California. For bid information, please call (626) 458-2563. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's Office at or before 10:45 a.m. on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 11:00 a.m. on this date in Conference Room C, First Floor, 900 South Fremont Avenue, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess a "B" license classification at the time of award. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

PRE-BID CONFERENCE

The Public Works' Project Management Team will hold a mandatory pre-bid conference at 10:30 a.m. on October 19, 2004, at the Torrance Health Center at 2300 West Carson Street, Torrance, California 90501, to provide information on the project, bidding process, and answer any questions that potential bidders may have. To be considered responsive to this invitation for bid, bidders must attend the mandatory pre-bid conference. Bids from bidders who do not attend the pre-bid conference will be rejected as nonresponsive. Bidders will meet at the southeast side of the building. For further directions, please contact Mr. David Asato with the Department of Public Works' Project Management Team at (626) 458-2586.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al Telefono (626) 458-2563.



Upon 72 hours notice, the Department can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7:00 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Avenue Fremont), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del departamento al (626) 458-4081 o TDD (626) 282-7829, de lunes a jueves de las 7:00 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California,
dated October 5, 2004.

Specs. 5651

VIOLET VARONA-LUKENS, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES